

**PHILIP MORRIS U.S.A.**  
**INTEROFFICE CORRESPONDENCE**  
**Richmond, Virginia**

**To: Distribution**

**Date: July 3, 1998**

**From: Elizabeth Chambers** 

**Subject: Minutes of the July 2, 1998 Massachusetts Compliance Meeting**

A meeting was held on July 2, 1998 to review and discuss the testing and sampling protocol for Massachusetts. The following personnel were present: C. Callicutt, L. Chambers, R. Cox, G. Hicks-White, J. Lewis, K. Podraza, J. Sampson, D. Self, I. Skinner, B. Strang, B. Tobey, J. Whidby, and V. Murphy and K. Osborne (via telephone).

**Massachusetts**

**Chain of Custody**

- Letter to Connolly to invite person to view sampling process, also a listing of the brand styles less than 3% of the market share for Connolly to select the "selected brand styles" and "pH of smoke".
- After sampling, a letter to Connolly stating who attended, listing of the brands that were sampled, where the samples were shipped and to whom the samples were shipped.

**Sampling Procedure**

- Will send letter to J. Hackett listing all brands/packings greater than 3% of the market share which are the Marlboro (23 packings) and Basic (16 packings) family.
- This listing will be taken to the wholesaler to ensure product is on premises by sampling date of July 20<sup>th</sup> and 21<sup>st</sup>.
- Marlboro Menthol KS (SP) is not carried by this wholesaler, request they order the product and have it available by July 20<sup>th</sup>.
- Purchase 60 packs (six cartons) of each brand packing. **NOTE**--50 extra packs may be purchased to meet TX regulations.
- All mailing labels and pack labels will be supplied by PTL. Pack labels will be affixed to the bottom of the packs.
- Will discuss method of payment for product purchased.

**Testing Procedure**

- Tobacco weight will be equilibrated according to ISO procedures (48 hours).
- Nicotine in filler will be tested by continuous flow method (Alpkem). The filler from the tobacco weight samples will be used for this analyses. Will not be calculated to DWB.
- Smoking (tar/nicotine) will be conducted using 3 cigarettes per port for a total of twenty ports. The ventilation of these cigarettes will be half blocked. Same smoking process as 1997.

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- Ventilation will be tested on Fidus instrument. This same instrument will be used for all ventilation testing. The cigarettes will be tested as is and not blocked.
- Puff by puff "pH of smoke" will be 2 reps. per brand.
- All data generated will be run through the Dixon outlier routine by personnel within PTL.

## Texas

### Chain of Custody

- Similar to MA.
- Endorsement from appropriate personnel that product being sampled could be shipped to TX.

### Sampling Procedure

- All brand styles to be sampled (~175).
- Possibility of using MA samples for 3% or greater market share (~40 packings).
- Remainder of the brand packings pulled from PM warehouse.
- Need 50 packs per brand.
- Labels same as MA (with warehouse, etc. information) affixed to bottom of packs.

### Testing Procedure

- Tobacco Weight (same as MA).
- Use same method for nicotine in filler as we did for MA this year. V. Murphy will check Texas regulations to see if CDC method was disputed.
- Smoking results from MA data could be sent to TX. All other brands would be smoked 3 cigarettes per port to equal 100 cigarettes used. The ventilation of these cigarettes will be half blocked. Cutting of the tape to different widths can be accomplished by PM personnel. Tolerances of these tape widths will be determined.
- Ventilation the same as MA.
- "pH of whole smoke" will be conducted using a modified version of the MA procedure used in 1997.

An overview of the Massachusetts and Texas plan is attached.

Attachment

### Distribution:

C. Callicutt  
D. Davis  
K. Osborne  
V. Murphy  
K. Podraza  
J. Sampson  
J. Whidby  
Primary Central Files

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2

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